



Montgomery County Maryland
Department of Permitting Services

255 Rockville Pike, 2nd Floor
Rockville, Maryland 20850-4153
(240) 777-6300 Fax (240) 777-6339
<http://permits.emontgomery.gov>



Permit Application for Construction on Property Dedicated to Public Use

Building Permit # _____ Sediment Control # _____ Use Application # _____

TYPE OF WORK: (check one only) ☐ New Construction ☐ ROW Improvement(s) ☐ Both
☐ Grading Permit ☐ Storm Drainage Permit ☐ Grading and Storm Drain Permit
☐ Paving Permit ☐ Paving and Storm Drain Permit ☐ Other: _____

PERMIT FEE:

Construction Cost Estimate: \$ _____ Bond Amount: \$ _____
Equal to Construction Cost Estimated
Permit Fee: \$ _____ (9.383% of BOND amount plus 10% Automation Fee)
Non-refundable

Note: A cash bond, performance bond, letter of credit or other acceptable instrument payable to Montgomery County, Maryland must accompany this application.

LOCATION OF WORK: Preliminary Plan Number: _____

Subdivision Name: _____ Project Name: _____

Street(s) Name and Limit of Work (include Station #s): _____

Lot(s): _____ Block(s): _____ Parcel(s): _____

APPLICANT INFORMATION: Contact ID # _____ Fax # _____

Name of Applicant _____ Telephone # _____

Address _____ City _____ State _____ Zip _____

CONTRACTOR INFORMATION: Contact ID # _____ Fax # _____

Contractor's Name _____ Telephone # _____

Address _____ City _____ State _____ Zip _____

Application is being made for a permit to undertake construction on property dedicated to public use, according to the detailed descriptions and location. Applicant agrees that the proposed construction will be performed in accordance with the preceding conditions, which will be made a part of this permit when issued.

Applicant's Signature _____

Print Name _____

Date _____

DESCRIPTION OF WORK:

Grading: Grade streets full width of right of way plus side slopes in accordance with Montgomery County Standards and Specifications and approved profiles. Provide adequate temporary drainage where directed to relieve ponding of surface runoff. Proper precautions must be taken to keep existing roadways free of mud, debris or other obstructions. Subject to erosion and sediment control provisions as recommended by Montgomery County Department of Permitting Services, as specifically shown on plans, approved by M.C.D.P.S. Erosion control methods and devices included in this grading operation shall be maintained by the permittee until they are no longer deemed necessary by the SC/SM Inspector. Soils Report must contain Engineer's name and Registration No., also noting approval date. Roadways to be graded under this permit will not be accepted for maintenance until paving improvements have been completed in accordance with the Montgomery County Road Construction Code.

Storm Drains: Construct storm drains in accordance with Montgomery County Standards and Specifications and approved plans. (Structures No.: _____ and connecting pipe and appurtenances). Storm drains constructed under this permit will not be accepted for maintenance by Montgomery County until overlying paving has been completed and accepted. No paving permit will be issued until all underground utilities are in place and a certification to that effect filed with the Right-of-Way Permitting and Plan Review Section.

Paving: Construct concrete curb and gutter Standard MC-100.01. Construct driveways as directed. Construct street paving per Montgomery County Design Standard for the appropriate Roadway classification. All unsuitable sub-grade material shall be removed and replaced with approved material prior to placement of concrete curb and gutter or base paving. All unpaved area within the dedicated right-of-way plus the side slopes will be sodded. Install street lights in accordance with plans to be approved by the Traffic Engineering and Operations Section, Montgomery County Department of Public Works and Transportation. For street lighting Standards and Procedures, contact that Division at 240-777-2190. Place permanent reference monuments and property line markers on all lots and parcels abutting the streets covered by this permit, per Section 50-24(e) of the Montgomery County Code. Street trees to be planted in the right of way as directed.

CONDITIONS OF PERMIT:

1. This permit is not transferable.
2. This permit automatically expires 18 months from the date issued, unless extended as provided in the Montgomery County Road Construction Code, or unless otherwise noted.
3. The proposed work shall be performed in accordance with the provisions of the Montgomery County Road Construction Code, the Standards and Specifications approved by the County Executive and approved plans.
4. All construction shall conform to all legal requirements for the type of construction proposed.
5. The work, materials, plans and specifications shall be available at all times for inspection by duly authorized officials of Montgomery County.
6. The County reserves the right to require the Permittee to give the County a maintenance bond for such period as necessary when the quality of the work or material is questionable or marginally meet specification requirements.
7. The holder of this permit shall give at least 48 hours advance notice to the Department of Permitting Services before any construction under this permit is undertaken.
8. No permit for paving will be issued unless all grading has been finally inspected and approved by the Department of Permitting Services.
9. No permit will be issued for construction unless the right of way has been acquired by the County or has been dedicated to public use and such acquisition has been recorded in the Land Records of the County.
10. All work done under this permit shall comply with written requirements or directions, which may be issued by the County Executive relating to the particular project.
11. This permit is subject to revocation by the Director of the Department of Permitting Services, if he finds that any of its conditions are being violated.
12. If the Director of the Department of Permitting Services finds that the original plans, standards and specifications under which this permit as issued are inadequate or inappropriate for the particular project, he may require different or additional plans, standards and specifications and they, or modifications thereof, shall thereafter become a part and condition of this permit.

CONDITIONS OF PERMIT (Continued):

13. Prior to the release of this permit, complete repair (restoration of right of way) shall be made of any and all damages done to the existing improvements in the public right of way caused by construction operations on this site. All disturbed areas shall be fine graded and sodded.
14. Permittee shall secure necessary easements from adjacent property owners to allow cut or fill slopes (Std. MC-811.01) outside the limits of dedication.
15. A permit from the Maryland State Department of Forests and Parks is required for the removal of any existing trees on improved public rights of way. Contact (301) 854-6060.
16. No planting in the public right of way other than sod shall be permitted unless such planting has been approved by the Department of Permitting Services. No rocks, stones, bricks, fences or any structure shall be permitted unless approved. It is the permittee's obligation to keep the right of way clear of obstruction until the street is accepted for maintenance by Montgomery County.
17. The relocation and/or adjustment of any public or private utility, prior to any construction authorized by this permit, shall be the responsibility of the permittee.
18. Under the terms of the Public Improvements Agreement(s) relating to this permit, the permittee is required to provide street lighting prior to the release of this permit. Contact the Department of Public Works and Transportation, Traffic Engineering and Operations Section at 240-777-2190 for details.
19. The permittee shall not allow the general public to use the newly constructed roadway or any portion thereof until all of the following actions have been completed:
 - (a). Bituminous concrete base shall be in place.
 - (b). Guardrail and guardrail end flares shall be installed as shown on the approved paving plan or where designated as needed by field conditions not shown on the plans.
 - (c). Right-of-way areas adjacent to roadway or behind curb and gutter shall be on final grade, within a tolerance of 0.3 foot, to allow for installation of traffic signs with little likelihood or subsequent damage during grading operations.
 - (d). Manholes, inlets, and valves in roadways that extend more than 1/4 inch above bituminous concrete base shall be tapered with maximum slope of 18 to 1, using bituminous concrete material.
 - (e). At least two weeks in advance of intended opening of the road to the general public, contact the Department of Public Works and Transportation, Traffic Engineering and Operations Section at 240-777-2190 to implement pavement marking and/or signing by County Forces.

For the purposes of the above, the "general public" shall mean any vehicular traffic not directly related to construction of the road or construction of buildings immediately contiguous to the section of road to be opened. Traffic related to buildings that are occupied, through traffic, mail and other delivery vehicles operated by persons other than employees of the project contractors or subcontractors shall be considered "general public".

Installation of traffic control devices by the County, as the County deems appropriate, prior to formal acceptance of the road for County maintenance shall not relieve the permittee of his legal responsibility for otherwise providing safe conditions, in accordance with the requirements of this permit. The County's cost incurred due to subsequent damage to traffic control devices by construction equipment shall be the responsibility of the permittee.

For roads on new alignment, as soon as ANY vehicular traffic, construction-oriented or general public, is using the road, the permittee shall install a sign stating "CAUTION INCOMPLETE ROAD NOT PUBLICLY MAINTAINED" (see sign drawing #W20-9-901*) at each point where access to the new road is available from an existing road or roads. On roadways that are classified as Primary or higher, the sign shall be reflectorized and shall be a signage of 48" x 48" in size, diamond shaped, shall have black legend and border on an orange background, and shall have a four (4) line legend. On roadways classified as Secondary or lower, the sign shall be reflectorized and shall be a signage of 36" x 48" in size, rectangular shape, with a total of five (5) lines of legend, shall have black legend and border on a yellow background for the upper portion and black legend and border on a silver/white background for the lower portion (see sign drawing #W20-9b-901*). These signs are not required for the widening of existing roads.

* Sign Drawing Details are available at the Right-of-Way Permitting and Plan Review Section in the Department of Permitting Services or at the Traffic Engineering and Operations Section offices in the Department of Public Works and Transportation.
Dedicated to Public Use App.06/06